

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, December 2, 2019 at 7:00 pm. All members were present. President Kroft called the meeting to order. There was a moment of silent prayer followed by the Pledge of Allegiance.

The November 4, 2019 minutes were reviewed. Ms. Bishop had an addition on page 4 to add tipping to Penn Waste fee. Mr. Sabold made a motion to approve the minutes with the addition of tipping. Mr. Ferry seconded the motion. All were in favor.

PUBLIC COMMENT

Chief Dettinger provided the fire company report.

- They responded to 16 calls in November. Four of those calls were in the Borough with zero loss.
- Chief Dettinger stopped by Keystone Xtreme Fitness Center and gave them information on a knox box. He will also be contacting Taqueria El Camino Restaurant and New Hope Ministries.
- The December calendar was reviewed. Ms. Snyder made a motion to approve the calendar as presented. Mr. Sabold seconded the motion and all were in favor.

EMA report – Mr. Pope was absent. There was nothing to add to his report. He asked for approval to post a flyer on the Borough website from York County Emergency Management regarding storm damage information. Council agreed to post the flyer.

Ms. Snyder thanked the recreation board and fire department for all their work for the tree lighting ceremony.

Shirley Crone thanked council for the card that was sent after her accident. She has a concern about the speed of traffic on W. Canal Street. Unfortunately, a 150' buffer zone from the posted speed limit sign is needed which would end up being at the east entrance to the high school. The police cannot sit anywhere at the high school and legally give a ticket for east bound traffic. They may be able to control traffic going west bound. A traffic study would be needed for east bound traffic and the speed limit sign would need to be moved into the Township. President Kroft will check with NYCPRD to see if there is anything that can be done.

SEWER

Public Works Report –Nothing to add

Engineer's Report – Mr. Spangler stated the sewer lining job on Willow Drive and Maplewood Drive is finished. He did not receive a pay request or the DVD's yet. Mr. Spangler received the bonds and insurance for the upcoming sewer repair job. President Kroft signed the contract.

The NPDES Permit expires September of 2020 but the renewal needs to be in April 3, 2020. Holley & Associates office will take care of this.

Ms. Snyder attended an implementation meeting with several people from Dover Township and she was asked to find out if Mr. Spangler could attend an infrastructure meeting in January. They would like to find out what type of water and sewer lines we have and what condition they are in. They have a piece of equipment that can be used to gather the information and then be entered into their GIS system. The Borough public works employees could be trained to use it and, if a tablet were purchased, they could access all the information. Council agreed for Mr. Spangler to attend. Ms. Snyder added they would like to see a council member or public works employee attend too. Ms. Snyder invited Mr. Sabold to join them which he may do pending when the meetings are. Council added the chair of sewer and water should try to be involved as well. The idea is to possibly bid jobs together and to have their public works and ours help each other if needed for a job. Ms. Snyder also inquired if we have our playgrounds inspected. Council wasn't aware of that being done. Chalet at Dover Township is certified to do playground inspections, and could do that if requested.

Solicitor's Report – Nothing

Old Business – None

New Business – None

WATER

Public Works Report - Nothing to add

Engineer's Report – Mr. Spangler reported he emailed United Environmental for an update on the wetland delineation but has not heard back from them yet.

Solicitor's Report –Nothing

Old Business – None

New Business – None

BOROUGH

Public Works Report – Nothing to add

Zoning Manager's Report – Ms. Sprenkel recommended a subdivision land development fee be added to the fee schedule. She suggested that a subdivision plan fee of \$100 per plan fee, \$50 per lot and a \$1,500 engineer escrow be charged. The new fitness center may want to subdivide the house that is on that property. Ms. Sprenkel also suggested having set Planning Commission and Zoning Hearing Board meetings which would save on advertising. If there is not a need for a meeting it would be cancelled. It was decided the 2nd Wednesday of the month for Planning Commission meetings and the 4th Wednesday of the month for Zoning Hearing Board meetings.

Engineer's Report – Mr. Spangler reported he received the plans for the current high school renovation. The school sits on 7 different tax maps and they are combining them. The entrance is being changed to be handicapped accessible including a small addition. A Planning Commission meeting will be held January 8th for this review. Mr. Spangler also reported that Dover Township received the apartment plans to be located north of the Borough line. They want the Borough to look at these since Intermediate Avenue will be extended with this plan. It will cross over our well six driveway entrance, where there is a yard hydrant that Mr. Grim uses for testing. They are going to move this to the other side by the curb box so it is still accessible. The gate will be moved, and the paving will be removed. Grass will be planted so people don't try to drive into that area. The school is planning a storm water basin which will be in the Borough but the water will immediately go into the Township. Mr. Spangler attends quarterly MS4 permit meetings. Mr. Bledsoe was named as the alternate. It was decided to let the alternate name blank for now.

Solicitor's Report – Mr. Herrold presented the annual tax ordinance. Ms. Snyder made a motion to adopt the Tax Ordinance # 2019-02. Mr. Slusser seconded the motion and all were in favor.

Mr. Spangler and Mr. Herrold left the meeting at 7:45 PM.

Mayor's Report - Mayor Hernley added they need Christmas Carolers on December 22nd. Mr. Slusser will contact the girl scouts about joining them. They will end in the parking lot behind New Hope Ministries and the National Honor Society is providing refreshments.

Police Report – President Kroft reported there was an increase of 12 calls from October of 2018 to October 2019. As a whole, calls were up for the month. Chief Bentzel will officially retire January 5th. He is out of the

office until then since he had PTO to use. NYCRPD passed a Resolution to add North Codorus Township as a full participant member of the Police Commission. Six of the eight municipalities need to pass Resolutions accepting them. A Resolution was presented to accept N. Codorus Township. Mr. Ferry made a motion to adopt the Resolution approving N. Codorus Township as a full participant member of the NYCRP Commission effective January 1, 2020, pending the resolution number. Mrs. Koch seconded the motion and all were in favor. President Kroft reminded Council that the municipal luncheon is December 13th and to please RSVP to Mrs. Plowman by the 11th.

Recreation Board report – Mrs. Pope reported the tree lighting went well. She thanked everyone that came to help and the Union Fire & Hose for use of the kitchen. Mrs. Pope and Mr. Anstadt submitted resignations from the recreation board as of December 31, 2019. Ms. Stitley stated her appointed runs out the end of this year and she does not wish to be reappointed. Mr. Slusser made a motion to accept the resignations of Mrs. Pope and Mr. Anstadt effective December 31, 2019. Mr. Sabold seconded the motion and all were in favor. This will leave Mr. Raffenberger on the board. Mrs. Plowman stated Chris Hake and Kim Eckert are still listed. President Kroft thought Mr. Hake had resigned earlier this year and Mr. Slusser thought Mrs. Eckert had resigned as well. This does not leave enough to constitute a recreation board. The board will need to be suspended unless additional members join. Ms. Snyder explained that having the borough and township work together on future events has been mentioned at comprehensive planning meetings. Chalet from Dover Township has a lot of ideas for joint recreation. They are interested in an egg hunt at Ketterman Park. After discussing this council felt that Ketterman Park is not big enough for the volume that attends but would look at her plan. Ms. Snyder will relay this information and let Chalet know we do not have a recreation board at this time. A representative from Dover Borough would also be needed and Ms. Snyder felt Mr. Slusser would be good for this.

Ambulance Club Report – Nothing to add

Secretary's Report – Mrs. Plowman pointed out the Conewago Garden Club is looking for a new location for meetings. A few suggestions were made and Mrs. Plowman will contact them.

Treasurer's Report – Mr. Ferry made a motion to approve the Treasurer's report as presented. Mr. Slusser seconded the motion and all were in favor.

Old Business – The release of grant funds contract from the County of York for the Joint Comprehensive plan was presented. Mr. Sabold made a motion to approve the contract between the County of York and Dover Township/Dover Borough to release the funds for the Joint Comprehensive Plan. Mr. Ferry seconded the motion and all were in favor.

The 2020 budgets were approved at the last meeting and have been advertised.

Mr. Slusser made a motion to adopt the 2020 Highway Aid budget as advertised. Mr. Sabold seconded the motion and all were in favor.

Mr. Ferry made a motion to adopt the 2020 Wallace fund budget as advertised. Mr. Slusser seconded the motion and all were in favor.

Mr. Slusser made a motion to adopt the 2020 Sewer fund budget as advertised. Ms. Snyder seconded the motion. Mr. Sabold opposed. The motion carried with one opposition.

Mr. Ferry made a motion to adopt the 2020 Water fund budget as advertised. Mr. Slusser seconded the motion. Mr. Sabold opposed. The motion carried with one opposition.

Ms. Snyder made a motion to adopt the 2020 General Fund budget as advertised. Mr. Ferry seconded the motion. Mr. Slusser, Mr. Sabold, Mrs. Koch and Ms. Bishop opposed and the motion did not carry. President Kroft states they will need to rework it and advertise quickly in order to have a budget for 2020.

New Business – The fee schedule will be done at the January 2020 meeting. Meeting dates for council meetings will continue to be the first Monday of each month except September because of Labor Day. Planning Commission meetings will be the 2nd Wednesday of each month. Zoning Hearing Board meetings will be the 4th Wednesday of each month. Mr. Slusser made a motion to approve advertising of the meeting dates. Mr. Sabold seconded the motion and all were in favor.

Ms. Snyder gave information on the zoning revisions that are being looked at with the Joint Comprehensive plan. She asked who would be involved with this, possibly the zoning officer, the consultant, planning commission and elected officials. She wondered if council would like Ms. Sprenkel to be a part of this or anyone else from council. The meeting dates and times will be determined on the availability of the people who are participating. These are some of the things that are being put in the works so if the plan is adopted, they can get started in January.

Mr. Sabold thanked Ms. Bishop for her service on Borough council.

The general fund budget was reviewed. Mr. Sabold states he felt uneasy about the health insurance. He feels it is not appropriate for Council to pay the total amount of Mr. Grim's insurance since a sizable raise was also budgeted. He is the only one currently on the plan. He does not feel comfortable with this. Mr. Slusser voiced a concern that we are under budget this year for certain things and are just buying items because of it. Mrs. Koch suggested a 5% or 10% contribution from Mr. Grim. They did not know a few years ago when this was set up that there would be the situation of just one employee on the insurance and the entire amount going to one person. Mrs. Koch is willing to speak to him about this. President Kroft states they cannot flip flop and handle the insurance differently each year. Insurance must be set up by percentage or by a set amount, no matter who is participating. If it is by percentage and there are three people participating, the cost of the insurance for the Borough will sky rocket. Mr. Slusser suggested that, in addition to the total maximum the Borough would pay, we have an individual amount that they would pay per employee. When calculating this, it would be too costly for an employee to pay. Mr. Sabold asked if anyone had other issues than this. Ms. Bishop's concern was also the spending. She does not feel that public works spends unnecessarily, but she does not like that they buy things because there is money left in the budget. Mrs. Koch did not voice any specific concerns. President Kroft added there is the option to not offer insurance anymore and just pay an additional sum for them to get their own. The employee manual says the Borough will pay a predetermined amount and the employee pays any amount above that. President Kroft felt that, since Mr. Grim was already told what his increase would be for 2020, ethically, we cannot go back and require him to contribute to his insurance now. Mr. Sabold states he feels they have hashed out a lot and, at this point in time, he would like a new vote on the proposed budget. It was agreed that this issue will need to stand for this year. Council will look at this for next year and possibly do a revision. Mr. Ferry made a motion to adopt the 2020 General fund budget as advertised. Mr. Sabold seconded the motion and asked it to be noted that this be revisited for next year. All were in favor and the motion passed.

With no further business to discuss, Mr. Slusser made a motion to adjourn with a second by Mr. Ferry. All were in favor. The meeting adjourned at 9:15 PM

Respectfully submitted,

Brenda J. Plowman
Secretary/Treasurer